

## ACCIDENT PROCEDURE

6833

(No. 103 December 2003)

When you are the driver or passenger in a state vehicle involved in an accident, you should:

- Render reasonable assistance to the injured and effect traffic control until an officer arrives.
- Advise the nearest CDF ECC of the accident and its location, the extent of injuries and property damage, and the need for an ambulance, traffic control, tow truck, etc.
- Obtain name and addresses of witnesses.
- Complete the [STD 269](#) form carried in the state vehicle and exchange required information with the other driver(s) or property owner(s).
- Do not discuss accident with anyone except the investigating officer, your supervisors, authorized state officers, and state insurance adjusters.
- Compile the information you will need to complete the [STD 270](#).

(Ref: Vehicle Maintenance Procedure and Record Pamphlet 6805, page 3; and Health and Safety Handbook 1700, [Section 1718](#).)

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[\(see Forms or Forms Samples\)](#)